

City of Waterville

# **PROPERTY MAINTENANCE ORDINANCE**



**APPROVED**

April 17, 2007  
Waterville City Council

# PROPERTY MAINTENANCE ORDINANCE

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# **PROPERTY MAINTENANCE ORDINANCE**

## **Article I. Administration.**

### **Section 1-1. General.**

#### **Sec. 1-1a. Title.**

These regulations shall be known as the Property Maintenance Ordinance of City of Waterville, hereinafter referred to as "this ordinance."

#### **Sec. 1-1b. Scope.**

The provisions of this ordinance shall apply to all existing residential and nonresidential structures and all existing premises and constitute minimum requirements and standards for premises. Structures, equipment, and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

#### **Sec. 1-1c. Intent.**

This ordinance shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety and reasonable attractiveness as required herein.

#### **Sec. 1-1d. Severability.**

If a section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

### **Section 1-2. Applicability.**

#### **Sec. 1-2a. General.**

The provisions of this ordinance shall apply to all matters affecting or relating to structures and premises, as set forth in Section 1-1. Where, in a specific case, different sections of this ordinance specify different requirements, the most restrictive shall govern.

#### **Sec. 1-2b. Maintenance.**

Equipment, systems, devices and safeguards that are required by this ordinance or a previous regulation or ordinance under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. The requirements of this ordinance are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures and premises.

#### **Sec. 1-2c. Application of other codes or ordinances.**

Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the building, plumbing and mechanical codes and NFPA 70. Nothing in this ordinance shall be construed to cancel, modify or set aside any provision of the zoning code.

Existing remedies.



The provisions in this ordinance shall not be construed to abolish or impair existing remedies of the jurisdiction or its officers or agencies relating to the removal or demolition of any structure which are dangerous, unsafe and unsanitary.

#### Workmanship.

Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this ordinance shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions.

#### Historic buildings.

The provisions of this ordinance shall not be mandatory for existing buildings or structures designated by the state or local jurisdiction as historic buildings when such buildings or structures are judged by the code official to be safe and in the public interest of health, safety and welfare.

#### Sec. 1-2d. Referenced codes and standards.

The codes and standards referenced in this ordinance shall be those that are listed in Article 8 and considered part of the requirements of this ordinance to the prescribed extent of each such reference. Where differences occur between provisions of this ordinance and the referenced standards, the provisions of this ordinance shall apply.

#### Sec. 1-2e. Requirements not covered by ordinance.

Requirements necessary for the strength, stability or proper operation of an existing structure or equipment, or for the public safety, health and general welfare, not specifically covered by this ordinance, shall be determined by the code official with the approval of the appeals board.

### Section 1-3. Duties and Powers of Code Enforcement Officers.

#### Sec. 1-3a. General.

The code enforcement officers (code officials) shall enforce the provisions of this ordinance.

#### Sec. 1-3b. Rule-making authority.

The code official shall have authority as necessary in the interest of public health, safety and general welfare, to adopt and promulgate rules and procedures; to interpret and implement the provisions of this code; to secure the intent thereof; and to designate requirements applicable because of local climatic or other conditions. Such rules shall not have the effect of waiving structural or fire performance requirements specifically provided for in this ordinance, or of violating accepted engineering methods involving public safety.

#### Sec. 1-3c. Inspections.

The code official shall make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

#### Sec. 1-3d. Right of entry.

The code official is authorized to enter the structure or premises at reasonable times to inspect subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the code official is authorized to pursue recourse as provided by law.

#### Sec. 1-3e. Identification.

The code official shall carry proper identification when inspecting structures or premises in the performance of duties under this ordinance.

#### Sec. 1-3f. Notices and orders.

The code official shall issue all necessary notices or orders to ensure compliance with this ordinance.

#### Sec. 1-3g. Department records.

The code official shall keep official records of all business and activities of the department specified in the provisions of this ordinance. Such records shall be retained in the official records as long as the building or structure to which such records relate remains in existence, unless otherwise provided for by other regulations.

#### Sec. 1-3h. Coordination of inspections.

Whenever in the enforcement of this ordinance or another code or ordinance, the responsibility of more than one code official of the jurisdiction is involved, it shall be the duty of the code officials involved to coordinate their inspections and administrative orders as fully as practicable so that the owners and occupants of the structure shall not be subjected to visits by numerous inspectors or multiple or conflicting orders. Whenever an inspector from any agency or department observes an apparent or actual violation of some provision of some law, ordinance or code not within the inspector's authority to enforce, the inspector shall report the findings to the code official having jurisdiction.

### Section 1-4. Approval.

#### Sec. 1-4a. Modifications.

Whenever there are practical difficulties involved in carrying out the provisions of this ordinance, the code official shall have the authority to grant modifications for individual cases, provided the code official shall first find that special individual reason makes the strict letter of this ordinance impractical and the modification is in compliance with the intent and purpose of this ordinance and that such modification does not lessen health, life and fire safety requirements. The details of action granting modifications shall be recorded and entered in the department files.

#### Sec. 1-4b. Alternative materials, methods and equipment.

The provisions of this ordinance are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this ordinance, provided that any such alternative has been approved. An alternative material or method of construction shall be approved where the code official finds that the proposed design is satisfactory and complies with the intent of the provisions of this ordinance, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this ordinance in quality, strength, effectiveness, fire resistance, durability and safety.

#### Sec. 1-4c. Required testing.

Whenever there is insufficient evidence of compliance with the provisions of this ordinance, or evidence that a material or method does not conform to the requirements of this ordinance, or in order to substantiate claims for alternative materials or methods, the code official shall have the authority to require tests as evidence of compliance to be made at no expense to the jurisdiction.

##### Sec. 1-4c.1. Test methods.

Test methods shall be as specified in this ordinance or by other recognized test standards. In the absence of recognized and accepted test methods, the code official shall approve the testing procedures.

##### Sec. 1-4c.2. Testing agency.

All tests shall be performed by an approved agency.

##### Sec. 1-4c.3. Test reports.

Reports of tests shall be retained by the code official for the period required for retention of public records.

##### Sec. 1-4c.4. Material and equipment reuse.

Materials, equipment and devices shall not be reused unless such elements have been reconditioned and tested when necessary, placed in good and proper working condition and approved.

#### Section 1-5. Violations.

##### Sec. 1-5a. Unlawful acts.

It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this ordinance.

##### Sec. 1-5b. Notice of violation.

The code official shall serve a notice of violation or order in accordance with Section 1-6.

##### Sec. 1-5c. Prosecution of violation.

If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this ordinance or of the order or direction made pursuant thereto.

##### Sec. 1-5d. Violation penalties.

Any person who shall violate a provision of this ordinance, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense punishable by a fine of \$100.00, which cannot be suspended. The violator will also be responsible for the City's reasonable attorney's fees in prosecuting the violation if the City is the prevailing party.

#### Sec. 1-5e. Abatement of violation.

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

#### Sec. 1-5f. Recovery of Cost of Correction.

If the owner or other person responsible fails to take corrective action within the time period allowed by the code official, the code official may have the corrective action taken and recover the cost in a civil action. If the City is represented by legal counsel in the civil action the defendant (s) are responsible for the City's reasonable attorney's fees if the City is the prevailing party.

### Section 1-6. Notices and Orders.

#### Sec. 1-6a. Notice to owner or to person or persons responsible.

Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given to the owner or the person or persons responsible therefore in the manner prescribed in Sections 1-6b and 1-6c. Notices for condemnation procedures shall also comply with Section 1-7c.

#### Sec. 1-6b. Form.

Such notice prescribed in Section 1-6a shall:

1. Be in writing;
2. Include a description of the real estate sufficient for identification; Include a statement of the violation or violations and why the notice is being issued; Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this ordinance; and Inform the property owner of the right to appeal the violation, unless it is a violation of Section 3-2a. (Sanitation).  
Include an appeals form.

#### Sec. 1-6c. Method of service.

Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered personally; or
2. Sent by certified or first-class mail addressed to the last known address; or

If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

#### Sec. 1-6d. Penalties.

Penalties for noncompliance with orders and notices shall be as set forth in Section 1-5e.

#### Sec. 1-6e. Transfer of ownership.

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

### Section 1-7. Unsafe Structures and Equipment.

#### Sec. 1-7a. General.

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy or is found unlawful, such structure shall be condemned pursuant to the provisions of this ordinance.

##### Sec. 1-7a.1. Unsafe structures.

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

##### Sec. 1-7a.2. Unsafe equipment.

Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

##### Sec. 1-7a.3. Structure unfit for human occupancy.

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this ordinance, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

##### Sec. 1-7a.2.4. Unlawful structure.

An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this ordinance, or was erected, altered or occupied contrary to law.

#### Sec. 1-7b. Closing of vacant structures.

If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post a placard of condemnation on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the code official shall cause the premises to be closed through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

#### Sec. 1-7c. Notice.

Whenever the code official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 1-6c. If the notice pertains to equipment, it shall also be placed on the condemned equipment. The notice shall be in the form prescribed in Section 1-6b.

#### Sec. 1-7d. Placarding.

Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the code official shall post on the premises or on defective equipment a placard bearing the word "Condemned" and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

#### Sec. 1-7e. Prohibited occupancy.

Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this ordinance.

#### Sec. 1-7f. Removal of placard.

The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this ordinance.

### Section 1-8. Emergency Measures.

#### Sec. 1-8a. Imminent danger.

When, in the opinion of the code official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the code official is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The code official shall cause to be posted at each entrance to such structure a notice reading as follows: "This structure Is Unsafe and Its Occupancy Has Been Prohibited by the Code Official." It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

#### Sec. 1-8b. Temporary safeguards.

Notwithstanding other provisions of this ordinance, whenever, in the opinion of the code official, there is imminent danger due to an unsafe condition, the code official shall order the necessary work to be done, including the boarding-up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the code official deems necessary to meet such emergency.

#### Sec. 1-8c. Closing streets.

When necessary for the public safety, the code official shall temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

#### Sec. 1-8d. Emergency repairs.

For the purposes of this section, the code official shall employ the necessary labor and materials to perform the required work as expeditiously as possible.

#### Sec. 1-8e. Costs of emergency repairs.

Costs incurred in the performance of emergency work shall be paid by the jurisdiction. The city solicitor shall institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.

#### Sec. 1-8f. Hearing.

Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the appeals board, be afforded a hearing as described in this ordinance.

### Section 1-9. Demolition.

Sec. 1-9a. General.

The procedure for demolition of buildings shall be in accordance with 28 MRS § 2851 et seq., as amended.

Section 1-10. Means of Appeal.

Sec. 1-10a. Application for appeal.

Any person directly affected by a decision of the code official or a notice or order issued under this ordinance shall have the right to appeal to the board of appeals, provided that a written application for appeal is filed within 10 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this ordinance or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this ordinance do not fully apply, or the requirements of this ordinance are adequately satisfied by other means.

Sec. 1-10b. Membership of board.

The board of appeals shall consist of five members who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction. The code official shall be an ex-officio member but shall have no vote on any matter before the board. The board shall be appointed by the Mayor with the approval of the council.

The members shall serve for three-year terms, except that during the initial appointment one will serve for 1 year, a second for two years and a third for three years.

Sec. 1-10b.1. Chairman.

The board shall annually select one of its members to serve as Chair.

Sec. 1-10b.2. Disqualification of member.

A member shall not hear an appeal in which that member has a personal, professional or financial interest.

Sec. 1-10b.3. Secretary.

The City Manager shall designate a qualified person to serve as secretary to the board. The secretary shall file a detailed record of all proceedings in the office of the code official.

Sec. 1-10c. Notice of meeting.

The board shall meet upon notice from the Chair, within ten days of the filing of an appeal, or at stated periodic meetings.

Sec. 1-10d. Open hearing.

All hearings before the board shall be open to the public. The appellant, the appellant's representative, the code official and any person whose interests are affected shall be given an opportunity to be heard. A quorum shall consist of not less than two-thirds of the board membership.

Sec. 1-10d.1. Procedure.

The board shall adopt and make available to the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

Sec. 1-10e. Board decision.

The board shall modify or reverse the decision of the code official only by a concurring vote of a majority of the total number of appointed board members.

Sec. 1-10e.1. Records and copies.

The decision of the board shall be recorded. Copies shall be furnished to the appellant and to the code official.

Sec. 1-10e.2. Administration.

The code official shall take immediate action in accordance with the decision of the board.

Sec. 1-10f. Court review.

A party shall have the right to appeal to Superior Court in accordance with Rule 80B within 30 days of the date the board of appeals made its oral decision.

Sec. 1-10g. Stays of enforcement.

Appeals of notice and orders (other than Imminent Danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the appeals board.

## **Article II. Definitions.**

### **Section 2-1. General.**

Sec. 2-1a. Scope.

Unless otherwise expressly stated, the following terms shall, for the purposes of this ordinance, have the meanings shown in this article.

Sec. 2-1b. Interchangeability.

Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural the singular.

Sec. 2-1c. Terms defined in other codes or ordinances.

Where terms are not defined in this ordinance and are defined in the building, fire prevention, zoning, plumbing or mechanical codes, ASME A17.1 and NFPA 70, such terms shall have the meanings ascribed to them as in those codes.

Sec. 2-1d. Terms not defined.

Where terms are not defined, through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

Sec. 2-1e. Parts.

Whenever the words "dwelling unit," "dwelling," "premises," "building," "rooming house," "rooming unit" or "story" are stated in this ordinance, they shall be construed as though they were followed by the words "or any part thereof."

### **Section 2-2. General Definitions.**

APPROVED.

Approved by the code official.



**BASEMENT.**

That portion of a building, which is partly or completely below grade.

**BATHROOM.**

A room containing plumbing fixtures including a bathtub or shower.

**BEDROOM.**

Any room or space used or intended to be used for sleeping purposes.

**CODE OFFICIAL.**

The official who is charged with the administration and enforcement of this ordinance, or any duly authorized representative.

**CONDEMN.**

To adjudge unfit for occupancy.

**DWELLING UNIT.**

A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

**EXTERIOR PROPERTY.**

The open space on the premises and on adjoining property under the control of owners or operators of such premises.

**EXTERMINATION.**

The control and elimination of insects, rats or other pests by eliminating their harborage places; by removing or making inaccessible materials that serve as their food; by poison spraying, fumigating, trapping or by any other approved pest elimination methods.

**HABITABLE SPACE.**

Space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

**IMMINENT HAZARD.**

A condition which could cause serious or life-threatening injury or death at any time.

**INFESTATION.**

The presence, within or contiguous to, a structure or premises of insects, rats, vermin or other pests.

**LABELED.**

Devices, equipment, appliances, or materials to which has been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of the production of the above-labeled items and by whose label the manufacturer attests to compliance with applicable nationally recognized standards.

**LET FOR OCCUPANCY OR LET.**

To permit, provide or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premise or structure by a person who is or is not the legal owner of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

**OCCUPANCY.**

The purpose for which a building or portion thereof is utilized or occupied.

**OCCUPANT.**

Any individual living or sleeping in a building, or having possession of a space within a building.

**OPENABLE AREA.**

That part of a window, skylight or door which is available for unobstructed ventilation and which opens directly to the outdoors.

**OPERATOR.**

Any person who has charge, care or control of a structure or premises which is let or offered for occupancy.

**OWNER.**

Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

**PERSON.**

An individual, corporation, partnership or any other group acting as a unit.

**PREMISES.**

A lot, plot or parcel of land including any structures thereon.

**ROOMING HOUSE.**

A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one- or two-family dwelling.

**ROOMING UNIT.**

Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes.

**STRUCTURE.**

That which is built or constructed or a portion thereof.

**TENANT.**

A person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof as a unit.

**TOILET ROOM.**

A room containing a water closet or urinal but not a bathtub or shower.

**VENTILATION.**

The natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

**WORKMANLIKE.**

Executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work.

**YARD.**

An open space on the same lot with a structure.

**Article III. General Requirements.**

**Section 3-1. General.**

**Sec. 3-1a. Scope.**

The provisions of this article shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property.

**Sec. 3-1b. Responsibility.**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in Section 3-5. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this article. Occupants of a dwelling unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit or premises, which they occupy and control.

#### Sec. 3-1c. Vacant structures and land.

All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

### Section 3-2. Exterior Property Areas

#### Sec. 3-2a. Sanitation.

All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property, which such occupant occupies or controls, in a clean and sanitary condition.

Sec. 3-2b. Grading and drainage.

All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

Exception:

Approved retention areas and reservoirs.

Sec. 3-2c. Sidewalks and driveways.

All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. Stairs shall comply with the requirements of Sections 3-3a and 7-2h.

Sec. 3-2d. Weeds.

All premises and exterior property shall be maintained free from weeds or plant growth in excess of 10 inches (254 mm). All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Sec. 3-2e. Rodent harborage.

All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes, which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.

Sec. 3-2f. Exhaust vents.

Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.

Sec. 3-2g. Accessory structures.

All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

Sec. 3-2g.1.

Gates which are required to be self-closing and self-latching in accordance with the building code shall be maintained such that the gate will positively close and latch when released from a still position of 6 inches (152 mm) from the gatepost.

Sec. 3-2h. Motor vehicles.

Except as provided for in other regulations, not more than one currently unregistered and uninspected motor vehicle shall be parked, kept or stored on any premises. In addition, no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled, or leaking fluids uncollected on the ground.

Exception:

A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

#### Sec. 3-2i. Defacement of property.

No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti.

It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.

### Section 3-3. Exterior Structure

#### Sec. 3-3a. General.

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

#### Sec. 3-3b. Protective treatment.

All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches and trim, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight.

Upon request, hardship assistance or direction for assistance is available through a panel consisting of representatives of various public service agencies.

#### Sec. 3-3c. Street numbers.

Each structure to which a street number has been assigned shall have such number displayed in a position easily observed and readable from the public way. All numbers shall be in Arabic numerals at least 3 inches (76 mm) high and ½-inch (13 mm) stroke.

#### Sec. 3-3d. Structural members.

All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

#### Sec. 3-3e. Foundation walls.

All foundation walls shall be maintained plumb and free from open cracks and breaks to maintain structural integrity and shall be kept in such condition so as to prevent the entry of rodents.

#### Sec. 3-3f. Exterior walls.

All exterior walls shall be free from holes, breaks, loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

Sec. 3-3g. Roofs and drainage.

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

Sec. 3-3h. Decorative features.

All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

Sec. 3-3i. Overhang extensions.

All canopies, marquees, signs, metal awnings, fire escapes, standpipes, exhaust ducts and similar overhang extensions shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

Sec. 3-3j. Stair and walking surfaces.

Every stair, ramp, balcony, porch, deck or other walking surface shall comply with the provisions of Section 7-2h.

Sec. 3-3k. Stairways, decks, porches and balconies.

Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

Sec. 3-3l. Chimneys and towers.

All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

Sec. 3-3m. Handrails and guards.

Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

Sec. 3-3n. Window, skylight and door frames.

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

Sec. 3-3n.1 Glazing.

All glazing materials shall be maintained free from cracks and holes.

Sec. 3-3n.2 Open-able windows.

Every window, other than a fixed window, shall be easily open-able and capable of being held in position by window hardware.

Sec. 3-3o. Insect screens.

During the period from April 2 – December 1, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be

supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging door shall have a self-closing device in good working condition.

Exception:

Screen doors shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

#### Sec. 3-3p. Doors.

All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units and guestrooms shall tightly secure the door.

#### Sec. 3-3q. Basement hatchways.

Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

#### Sec. 3-3r. Guards for basement windows.

Every basement window that is open-able shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.

### Section 3-4. Interior Structure

#### Sec. 3-4a. General.

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Every occupant shall keep that part of the structure, which such occupant occupies or controls, in a clean and sanitary condition. Every owner of a structure containing a rooming house, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

#### Sec. 3-4b. Structural members.

All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

#### Sec. 3-4c. Interior surfaces.

All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling paint, cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.

#### Sec. 3-4d. Stairs and railings.

All interior stairs and railings shall be maintained in sound condition and good repair.

Sec. 3-4e. Stairs and walking surfaces.

Every stair, ramp, balcony, porch, deck or other walking surface shall comply with the provisions of Section 7-2h.

Sec. 3-4f. Handrails and guards.

Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

Sec. 3-4g. Interior doors.

Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.

Section 3-5. Rubbish and Garbage.

Sec. 3-5a. Accumulation of rubbish or garbage.

All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

Sec. 3-5b. Disposal of Rubbish.

Every occupant of a structure shall dispose of all rubbish in a clean and sanitary manner as defined in revised Code of Ordinances section 12.23.

Sec. 3-5b.1. Rubbish Storage Facilities.

The owner of every occupied premises shall supply approved covered containers for rubbish, and the owner of premises shall be responsible for the removal of rubbish.

Sec. 3-5c. Disposal of Garbage.

Every occupant of a structure shall dispose of garbage in a clean and sanitary manner as defined in revised Code of Ordinances section 12.23.

Sec. 3-5c.1. Garbage Facilities.

The owner of every dwelling shall supply one of the following: an approved mechanical food waste grinder in each dwelling unit; and approved incinerator unit in the structure available to the occupants in each dwelling unit; or an approved leak-proof, covered, outside garbage container.

Sec. 3-5c.2. Containers.

The operator of every establishment producing garbage shall provide, and at all times cause to be utilized, approved leak-proof containers provided with close-fitting covers for the storage of such materials until removed from the premises for disposal.

Section 3-6. Extermination.

Sec. 3-6a. Infestation.

All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent re-infestation.

Sec. 3-6b. Owner.



The owner of any structure shall be responsible for extermination within the structure prior to renting or leasing the structure.

Sec. 3-6c. Single occupant.

The occupant of a one-family dwelling or of a single-tenant nonresidential structure shall be responsible for extermination on the premises.

Sec. 3-6d. Multiple occupancy.

The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupants shall be responsible for extermination.

Sec. 3-6e. Occupant.

The occupant of any structure shall be responsible for the continued rodent and pest-free condition of the structure.

Exception:

Where the infestations are caused by defects in the structure, the owner shall be responsible for extermination.

**Article IV. Light, Ventilation and Occupancy Limitations.**

Section 4-1. General.

Sec. 4-1a. Scope.

The provisions of this article shall govern the minimum conditions and standards for light, ventilation and space for occupying a structure.

Sec. 4-1b. Responsibility.

The owner of the structure shall provide and maintain light, ventilation and space conditions in compliance with these requirements. A person shall not occupy as owner-occupant, or permit another person to occupy, any premises that do not comply with the requirements of this article.

Sec. 4-1c. Alternative devices.

In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the building code shall be permitted.

## Section 4-2. Light

### Sec. 4-2a. Habitable spaces.

Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be 8 percent of the floor area of such room. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than 3 feet (914 mm) from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.

#### Exception:

Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m<sup>2</sup>). The exterior glazing area shall be based on the total floor area being served.

### Sec. 4-2b. Common halls and stairways.

Every common hall and stairway, other than in one- and two-family dwellings, shall be lighted at all times with at least a 60-watt standard incandescent light bulb or equivalent for each 200 square feet (19 m<sup>2</sup>) of floor area, provided that the spacing between lights shall not be greater than 30 feet (9144 mm). Every exterior means of egress stairway, other than in one- and two-family dwellings, shall be illuminated with a minimum of 1 footcandle (11 lux) at floors, landings and treads.

### Sec. 4-2c. Other spaces.

All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

## Section 4-3. Ventilation

### Sec. 4-3a. Habitable spaces.

Every habitable space shall have at least one open-able window. The total open-able area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 4-2a.

#### Exception:

Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m<sup>2</sup>). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.

### Sec. 4-3b. Bathrooms and toilet rooms.

Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 4-3a, except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be re-circulated.

#### Sec. 4-3c. Cooking facilities.

Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in a rooming unit or dormitory unit.

Exception:

Where specifically approved in writing by the code official.

#### Sec. 4-3d. Process ventilation.

Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be re-circulated to any space.

#### Sec. 4-3e. Clothes dryer exhaust.

Clothes dryer venting systems shall be independent of all other systems and shall be vented in accordance with the manufacturer's instructions.

### Section 4-4. Occupancy Limitations.

#### Sec. 4-4a. Privacy.

Dwelling units, hotel units, rooming units and dormitory units shall be arranged to provide privacy and be separate from other adjoining spaces.

#### Sec. 4-4b. Minimum room widths.

A habitable room, other than a kitchen, shall not be less than 7 feet (2134 mm) in any plan dimension. Kitchens shall have a clear passageway of not less than 3 feet (914 mm) between counterfronts and appliances or counterfronts and walls.

#### Sec. 4-4c. Minimum ceiling heights.

Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height of not less than 7 feet (2134 mm).

Exceptions:

In one- and two-family dwellings, beams or girders spaced not less than 4 feet (1219 mm) on center and projecting not more than 6 inches (152 mm) below the required ceiling height.

Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a ceiling height of not less than 6 feet 8 inches (2033 mm) with not less than 6 feet 4 inches (1932 mm) of clear height under beams, girders, ducts and similar obstructions.

Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least 7 feet (2134 mm) over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of 5 feet (1524 mm) or more shall be included.

#### Sec. 4-4d. Bedroom requirements.

Every bedroom shall comply with the requirements of Sections 4-4d.1 through 4-4d.5.

##### Sec. 4-4d.1. Area for sleeping purposes.

Every bedroom occupied by one person shall contain at least 70 square feet (6.5 m<sup>2</sup>) of floor area, and every bedroom occupied by more than one person shall contain at least 50 square feet (4.6 m<sup>2</sup>) of floor area for each occupant thereof.

Sec. 4-4d.2. Access from bedrooms.

Bedrooms shall not constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.

Exception:

Units that contain fewer than two bedrooms.

Sec. 4-4d.3. Water closet accessibility.

Every bedroom shall have access to at least one water closet and one lavatory without passing through another bedroom. Every bedroom in a dwelling unit shall have access to at least one water closet and lavatory located in the same story as the bedroom or an adjacent story.

Sec. 4-4d.4. Prohibited occupancy.

Kitchens and nonhabitable spaces shall not be used for sleeping purposes.

Sec. 4-4d.5. Other requirements.

Bedrooms shall comply with the applicable provisions of this ordinance including, but not limited to, the light, ventilation, room area, ceiling height and room width requirements of this article; the plumbing facilities and water-heating facilities requirements of Article 5; the heating facilities and electrical receptacle requirements of Article 6; and the smoke detector and emergency escape requirements of Article 7.

Sec. 4-4e. Overcrowding.

Dwelling units shall not be occupied by more occupants than permitted by the minimum area requirements of Table 4-4e.

<b>TABLE 4-4e. MINIMUM AREA REQUIREMENTS</b>			
<b>SPACE</b>	<b>MINIMUM AREA IN SQUARE FEET</b>		
	<b>1-2 occupants</b>	<b>3-5 occupants</b>	<b>6 or more occupants</b>
Living Room a, b	No requirements	120	150
Dinning Room a, b	No requirements	80	100
Kitchen b	50	50	60
Bedrooms	Shall comply with Section 4-4d.		

For **SI**: 1 square foot = 0.093 m<sup>2</sup>.

a See Section 4-4e.2 for combined living room/dining room spaces.

b See Section 4-4e.1 for limitations on determining the minimum occupancy area for sleeping purposes.

Sec. 4-4e.1. Sleeping area.

The minimum occupancy area required by Table 4-4e shall not be included as a sleeping area in determining the minimum occupancy area for sleeping purposes. All sleeping areas shall comply with Section 4-4d.

Sec. 4-4e.2. Combined spaces.

Combined living room and dining room spaces shall comply with the requirements of Table 4-4e if the total area is equal to that required for separate rooms and if the space is located so as to function as a combination living room/dining room.

**Sec. 4-4f. Efficiency unit.**

Nothing in this section shall prohibit an efficiency living unit from meeting the following requirements:

1. A unit occupied by not more than two occupants shall have a clear floor area of not less than 220 square feet (20.4 m<sup>2</sup>). A unit occupied by three occupants shall have a clear floor area of not less than 320 square feet (29.7 m<sup>2</sup>). These required areas shall be exclusive of the areas required by Items 2 and 3.
2. The unit shall be provided with a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than 30 inches (762 mm) in front. Light and ventilation conforming to this ordinance shall be provided.
3. The unit shall be provided with a separate bathroom containing a water closet, lavatory, and bathtub or shower.
4. The maximum number of occupants shall be three.

**Sec. 4-4g. Food preparation.**

All spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage.

**Article V. Plumbing Facilities and Fixture Requirements.**

**Section 5-1. General.**

**5-1a. Scope.**

The provisions of this article shall govern the minimum plumbing systems, facilities and plumbing fixtures to be provided.

#### 5-1b. Responsibility.

The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any structure or premises which does not comply with the requirements of this article.

### Section 5-2. Required Facilities.

#### 5-2a. Dwelling units.

Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink, which shall be maintained in a sanitary, safe working condition. The lavatory shall be placed in the same room as the water closet or located in close proximity to the door leading directly into the room in which such water closet is located. A kitchen sink shall not be used as a substitute for the required lavatory.

#### 5-2b. Rooming houses.

At least one water closet, lavatory and bathtub or shower shall be supplied for each four rooming units.

#### 5-2c. Hotels.

Where private water closets, lavatories, and baths are not provided, one water closet, one lavatory and one bathtub or shower having access from a public hallway shall be provided for each ten occupants.

#### 5-2d. Employees' facilities.

A minimum of one water closet, one lavatory and one drinking facility shall be available to employees.

##### 5-2d.1. Drinking facilities.

Drinking facilities shall be a drinking fountain, water cooler, bottled water cooler, or disposable cups next to a sink or water dispenser. Drinking facilities shall not be located in toilet rooms or bathrooms.

### Section 5-3. Toilet Rooms.

#### 5-3a. Privacy.

Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.

#### 5-3b. Location.

Toilet rooms and bathrooms serving hotel units, rooming units or dormitory units, shall have access by traversing not more than one flight of stairs and shall have access from a common hall or passageway.

#### 5-3c. Location of employee toilet facilities.

Toilet facilities shall have access from within the employees' regular working area. The required toilet facilities shall be located not more than one story above or below the employees' regular working area and the path of travel to such facilities shall not exceed a distance of 500 feet (152 m). Employee facilities shall either be separate facilities or public customer facilities.

Exception:

Facilities that are required for employees in storage structures or kiosks, which are located in adjacent structures under the same ownership, lease or control, shall not exceed a travel distance of 500 feet (152 m) from the employees' regular working area to the facilities.

#### Section 5-4. Plumbing Systems and Fixtures.

##### 5-4a. General.

All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition.

##### 5-4b. Fixture clearances.

Plumbing fixtures shall have adequate clearances for usage and cleaning.

##### 5-4c. Plumbing system hazards.

Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, inadequate venting, cross connection, backsiphonage, improper installation, deterioration or damage or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

#### Section 5-5. Water System.

##### 5-5a. General.

Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the plumbing code.

##### 5-5b. Contamination.

The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets, and other hose bibs or faucets to which hoses are attached and left in place, shall be protected by an approved atmospheric-type vacuum breaker or an approved permanently attached hose connection vacuum breaker.

##### 5-5c. Supply.

The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

##### 5-5d. Water heating facilities.

Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 120°F. (49°C.). A gas-burning water heater shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.

#### Section 5-6. Sanitary Drainage System.

Sec. 5-6a. General.

All plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage disposal system.

Sec. 5-6b. Maintenance.

Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects.

Section 5-7. Storm Drainage.

5-7a. General.

Drainage of roofs and paved areas, yards and courts, and other open areas on the premises shall not be discharged in a manner that creates a public nuisance.

**Article VI. Mechanical and Electrical Requirements.**

Section 6-1. General.

Sec. 6-1a. Scope.

The provisions of this article shall govern the minimum mechanical and electrical facilities and equipment to be provided.

Sec. 6-1b Responsibility.

The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises which does not comply with the requirements of this article.

Section 6-2. Heating Facilities.

Sec. 6-2a. Facilities required.

Heating facilities shall be provided in structures as required by this section.

Sec. 6-2b. Residential occupancies.

Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 65°F. (18°C.) in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature for the locality indicated in Appendix D of the plumbing code.



#### Sec. 6-2c. Heat supply.

Every owner and operator of any building who rents, leases or lets one or more dwelling unit, rooming unit, dormitory or guestroom on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat whenever required to maintain a temperature of not less than 65°F. (18°C.) in all habitable rooms, bathrooms, and toilet rooms.

##### Exception:

When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the plumbing code.

#### Sec. 6-2d. Occupiable work spaces.

Indoor occupiable work spaces shall be supplied with heat whenever required to maintain a temperature of not less than 65°F. (18°C.) during the period the spaces are occupied.

##### Exceptions:

1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

#### Sec. 6-2e. Room temperature measurement.

The required room temperatures shall be measured 3 feet (914 mm) above the floor near the center of the room and 2 feet (610 mm) inward from the center of each exterior wall.

### Section 6-3. Mechanical Equipment.

#### Sec. 6-3a. Mechanical equipment.

All mechanical equipment, fireplaces and solid fuel-burning appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

#### Sec. 6-3b. Cooking and heating equipment.

All cooking and heating equipment, components and accessories in every heating, cooking and water-heating device shall be maintained free from leaks and obstructions.

##### Sec. 6-3b.1. Cooking equipment.

Cooking appliances shall not be used to provide space heating to meet the minimum requirements of Section 6-2c.

#### Sec. 6-3c. Removal of combustion products.

All fuel-burning equipment and appliances shall be connected to an approved chimney or vent.

##### Exception:

Fuel-burning equipment and appliances, which are labeled for, unvented operation.

Sec. 6-3d. Clearances.

All required clearances to combustible materials shall be maintained.

Sec. 6-3e. Safety controls.

All safety controls for fuel-burning equipment shall be maintained in effective operation.

Sec. 6-3f. Combustion air.

A supply of air for complete combustion of the fuel and for ventilation of the space containing the fuel-burning equipment shall be provided for the fuel-burning equipment.

Sec. 6-3g. Energy conservation devices.

Devices intended to reduce fuel consumption by attachment to a fuel-burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping therefrom, shall not be installed unless labeled for such purpose and the installation is specifically approved.

Section 6-4. Electrical Facilities.

Sec. 6-4a. Facilities required.

Every occupied building shall be provided with an electrical system in compliance with the requirements of this section and Section 6-5.

Sec. 6-4b. Service.

The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with NFPA 70. Every dwelling shall be served by a main service that is not less than 60 amperes, three wires.

Sec. 6-4c. Electrical system hazards.

Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

Section 6-5. Electrical Equipment.

Sec. 6-5a. Installation.

All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.

Sec. 6-5b. Receptacles.

Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area shall contain at least one receptacle with a ground fault circuit interrupter. Every bathroom shall contain at least one receptacle. Each bathroom receptacle outlet shall have ground fault circuit interrupter protection. Every kitchen shall have ground fault interrupter protection receptacles to serve the kitchen counters.

Sec. 6-5c. Lighting fixtures.

Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room shall contain at least one electric lighting fixture.

Section 6-6. Elevators, Escalators and Dumbwaiters

Sec. 6-6a. General.

Elevators, dumbwaiters and escalators shall be maintained to sustain safely all imposed loads, to operate properly, and to be free from physical and fire hazards. The most current certificate of inspection shall be on display at all times within the elevator or attached to the escalator or dumbwaiter; or the certificate shall be available for public inspection in the office of the building operator.

Sec. 6-6b. Elevators.

In buildings equipped with passenger elevators, at least one elevator shall be maintained in operation at all times when the building is occupied.

Exception:

Buildings equipped with only one elevator shall be permitted to have the elevator temporarily out of service for testing or servicing.

Section 6-7. Duct Systems.

Sec. 6-7a. General.

Duct systems shall be maintained free of all obstructions and shall be capable of providing the required function.

**Article VII. Fire Safety Requirements**

Section 7-1. General

Sec. 7-1a. Scope.

The provisions of this article shall govern the minimum conditions and standards for fire safety relating to structures and exterior premises, including fire safety facilities and equipment to be provided.

Sec. 7-1b. Responsibility.

The owner of the premises shall provide and maintain such fire safety facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises that do not comply with the requirements of this article.

Section 7-2. Means of Egress.

Sec. 7-2a. General.

A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way.

Sec. 7-2b. Exit capacity.

The capacity of the exits serving a floor shall be sufficient for the occupant load thereof as determined by the building code.

Sec. 7-2c. Number of exits.

In nonresidential buildings, every occupied story more than six stories above grade shall be provided with not less than two independent exits. In residential buildings, every story exceeding two stories above grade shall be provided with not less than two independent exits. In stories where more than one exit is required, all occupants shall have access to at least two exits. Every occupied story which is both totally below grade and greater than 2,000 square feet (186 m<sup>2</sup>) shall be provided with not less than two independent exits.

Exceptions:

1. A single exit is acceptable under any one of the following conditions:
2. Where the building is equipped throughout with an automatic sprinkler system and an automatic fire detection system with smoke detectors located in all corridors, lobbies and common areas.
3. Where the building is equipped throughout with an automatic fire detection system and the exit is an approved smoke-proof enclosure or pressurized stairway.
4. Where an existing fire escape conforming to the building code is provided in addition to the single exit.
5. Where permitted by the building code.
6. The dwelling has an exit door opening directly to the street or yard at ground level.
7. The travel distance from the entrance door of any dwelling unit to an exit does not exceed 35 feet.
8. Horizontal and vertical separation with a fire rating of not less than ½ hour is provided between dwelling units.

Sec. 7-2d. Arrangement.

Exits from dwelling units, rooming units, guestrooms and dormitory units shall not lead through other such units, or through toilet rooms or bathrooms.

Sec. 7-2e. Exit signs.

All means of egress shall be indicated with approved "Exit" signs where required by the building code. All "Exit" signs shall be maintained visible and all illuminated "Exit" signs shall be illuminated at all times that the building is occupied.

Sec. 7-2f. Corridor enclosure.

All corridors serving an occupant load greater than 30 and the openings therein shall provide an effective barrier to resist the movement of smoke. All transoms, louvers, doors and other openings shall be closed or shall be self-closing.

Exceptions:

1. Corridors in occupancies, other than high-hazard occupancies, which are equipped throughout with an automatic sprinkler system.
2. Patient room doors in corridors in health care occupancies where smoke barriers are provided in accordance with the fire prevention code, are not required to be self-closing.

3. Corridors in educational occupancies where each room that is occupied for instruction or assembly purposes has at least one-half of the required means of egress doors opening directly to the exterior of the building at ground level.
4. Corridors that are in compliance with the building code.

Sec. 7-2g. Dead-end travel distance.

All corridors that serve more than one exit shall provide direct connection to such exits. The length of a dead-end corridor shall not exceed 35 feet (10 668 mm) where the building is not equipped throughout with an automatic sprinkler system. The dead-end travel distance limitation shall be increased to 70 feet (21 336 mm) where the building is equipped throughout with an automatic sprinkler system.

Exception:

Dead ends that are in compliance with the building code.

Sec. 7-2h. Aisles.

Arrangements of chairs or tables and chairs shall provide for ready access by aisle accessways and aisles to each egress door. The minimum clear width of each aisle in assembly, educational and health care occupancies shall be maintained in accordance with the requirements of the building code. In all other occupancies, aisles shall have a minimum required clear width of 44 inches (1118 mm) where serving an occupant load greater than 50, and 36 inches (914 mm) where serving an occupant load of 50 or less. The clear width of aisles shall not be obstructed by chairs, tables or other objects.

Sec. 7-2i. Stairways, handrails and guards.

Every exterior and interior flight of means of egress stairs serving any building or portion thereof and having more than four risers shall have a handrail on at least one side of the stair. Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards and/or rails as indicated below.

Existing guards shall not be less than 36 inches high,

Open guards, other than approved existing open guards, shall have intermediate rails or an ornamental pattern such that a sphere 4 inches (10.1cm) in diameter shall not pass through any opening up to a height of 34 inches (86cm).

Existing handrails shall not be less than 30 inches (762 mm) nor more than 42 inches (1067 mm) high.

New handrails shall not be less than 34 inches or more than 38 inches

All handrails shall be measured vertically above the nosing of the tread or above the finished floor of the landing or walking surface.

Exception:

Guards are not required at any location where guards are exempted by the building code.

Sec. 7-2j. Stairway identification.

A sign shall be provided at each floor landing in all interior stairways more than three stories above grade, designating the floor level above the floor of exit discharge. All elevator lobby call stations on all floor levels shall be identified by approved signs in accordance with the requirements for new buildings in the building code.

Exception:

The emergency sign shall not be required for elevators that are part of an accessible means of egress complying with the building code.

#### Sec. 7-2k. Locked doors.

All means of egress doors shall be readily open-able from the side from which egress is to be made without the need for keys, special knowledge or effort, except as provided for in Section 702.11.1.

##### Sec. 7-2k.1 Locks permitted.

Locks or fasteners shall not be installed on egress doors except in accordance with the following conditions:

1. In mental, penal or other institutions where the security of inmates is necessary, in which case properly trained supervisory personnel shall be continuously on duty and approved provisions are made to remove occupants safely in case of fire or other emergency.
2. In problem security areas, special-purpose door alarms or locking devices shall be approved prior to installation. Manually operated edge or surface-molded flush bolts are prohibited.
3. Where the door hardware conforms to that permitted by the building code.

#### Sec. 7-2l. Emergency escape.

Every sleeping room located below the third story in residential and group home occupancies shall have at least one open-able window or exterior door approved for emergency egress or rescue; or shall have access to not less than two approved independent exits.

Exception:

Buildings equipped throughout with an automatic fire suppression system.

##### Sec. 7-2l.1 Security.

Bars, grilles or screens placed over emergency escape windows shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the window.

#### Section 7-3. Accumulations and Storage.

##### Sec. 7-3a. Accumulations.

Rubbish, garbage or other materials shall not be stored or allowed to accumulate in stairways, passageways, doors, windows, fire escapes or other means of egress.

##### Sec. 7-3b. Hazardous material.

Combustible, flammable, explosive or other hazardous materials, such as paints, volatile oils and cleaning fluids, or combustible rubbish, such as wastepaper, boxes and rags, shall not be accumulated or stored unless such storage complies with the applicable requirements of the building code and the fire prevention code.

#### Section 7-4. Fire-Resistance Ratings.

##### Sec. 7-4a. General.

The fire-resistance rating of floors, walls, ceilings, and other elements and components required by the building code shall be maintained.

##### Sec. 7-4b. Maintenance.

All required fire doors and smoke barriers shall be maintained in good working order, including all hardware necessary for the proper operation thereof. Fire doors shall not be held open by door stops, wedges and other unapproved hold-open devices.

## Section 7-5. Fire Protection Systems.

### Sec. 7-5a. General.

All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire, or any combination thereof, shall be maintained in an operable condition at all times in accordance with the fire prevention code.

### Sec. 7-5b. Fire-suppression system.

Fire-suppression systems shall be maintained in proper operating condition at all times.

### Sec. 7-5c. Standpipe systems.

Standpipe systems shall be maintained in proper operating condition at all times. Hose connections shall be unobstructed.

### Sec. 7-5d. Fire extinguishers.

All portable fire extinguishers shall be visible, provided with ready access thereto, and maintained in an efficient and safe operating condition. Extinguishers shall be of an approved type.

Furnaces shall have a 1 hour fire rated ceiling or the installation of sprinkler head tied into the domestic water supply installed over the furnace.

### Sec. 7-5e. Smoke detectors.

A minimum of one approved single-station or multiple-station smoke detector shall be installed in each guestroom, suite or sleeping area in residential and group home occupancies, and in dwelling units in the immediate vicinity of the bedrooms in occupancies in one- and two-family dwellings and multifamily dwellings. In all residential occupancies, smoke detectors shall be required on every story of the dwelling unit, including basements. In dwelling units with split levels and without an intervening door between the adjacent levels, a smoke detector installed on the upper level shall suffice for the adjacent lower level, provided that the lower level is less than one full story below the upper level.

#### Sec. 7-5e.1. Installation.

All detectors shall be installed in accordance with the building code and the manufacturer's instructions. When actuated, the smoke detectors shall provide an alarm suitable to warn the occupants within the individual room or dwelling unit.

#### Sec. 7-5e.2. Power source.

The power source for smoke detectors shall be an AC primary power source.

Note: AC powered smoke detectors may also have a battery backup system.

#### Sec. 7-5e.3. Tampering.

Anyone tampering or interfering with the effectiveness of a smoke detector shall be in violation of this code.

### Sec. 7-5f. Fire alarm systems.

Fire alarm systems shall be in proper operating condition at all times.

## Article VII. Reference Standards.

This article lists the standards that are referenced in various sections of this document. The standards are listed herein by the promulgating agency of the standard, the standard identification, the effective date and title, and the section or sections of this document that reference the standard. The application of the referenced standards shall be as specified in Section 1-2h.

### ASME

American Society of Mechanical Engineers  
345 East 47th Street  
New York, NY 10017-2392

Title  
Safety Code for Elevators and Escalators — with A17.1a-94 Addendum

Standard reference number	Referenced in code Section number
A17.1—93	201.3

### CODES

This model property maintenance code is intended to be utilized in conjunction with the other model codes that are adopted by the jurisdiction.

BOCA	1999
CABO	1995
NFPA 101	2000
National Electrical Code	1999
State Plumbing Code	Current State Code
NFPA 72 Fire Alarms	Latest Edition